

MANSFIELD TOWNSHIP COMMITTEE MEETING

December 22, 2021

This is a regular meeting of the Mansfield Township Committee. The notice requirements of the law have been satisfied for this meeting by notice to the Express Times-NJ Zone of the time, date and location thereof. Notice was also posted on the announcement board located in the Municipal Building.

Roll Call: Mr. McGuinness, Mr. Hayes, Mrs. Mora Dillon, Mr. Farino, Mayor Watters

Salute to the flag was done by all.

APPROVAL OF THE MINUTES:

Mrs. Mora Dillon made a motion to approve the minutes from the Regular Session held on December 8, 2021, which was seconded by Mr. Hayes.

Ayes: Mr. McGuinness, Mr. Hayes, Mrs. Mora Dillon, Mr. Farino, Mayor Watters

Nays: None

Absent: None

Abstain: None

Mr. Hayes made a motion to approve the minutes from the Executive Session held on December 8, 2021, which was seconded by Mrs. Mora Dillon.

Ayes: Mr. McGuinness, Mr. Hayes, Mrs. Mora Dillon, Mr. Farino, Mayor Watters

Nays: None

Absent: None

Abstain: None

BILL LIST:

Mr. McGuinness made a motion to approve the bill list that is dated December 22, 2021, which was seconded by Mr. Hayes.

Ayes: Mr. McGuinness, Mr. Hayes, Mayor Watters

Nays: None

Absent: None

Abstain: Mrs. Mora Dillon, Mr. Farino

CLERK'S REPORT:

Ms. Hrebenak stated that the Engineers report are on the desk for the Committee along with the plans for the Mt. Bethel Church project.

Mayor Watters requested that Ms. Hrebenak read the Engineer's Report for the Committee. (see attached)

Ms. Hrebenak stated that there is a Zoom call tomorrow morning for the Mount Bethel Church project and requested that a Committee member participate.

Mrs. Mora Dillon requested the information and said that she would be on.

Mrs. Mora Dillon stated that the paperwork for the Mount Bethel Church is not what she had requested.

Ms. Hrebenak stated that she would like to discuss the RFPs that were received for 2022 in Executive Session.

FINANCE REPORT:

Mrs. Mollineaux reported that the Municipal Aid money has been received for Janes Chapel, there is a budget transfer resolution and also that the Salary Resolution is on the agenda tonight so that there will not be retro pays in the upcoming year.

EMPLOYEES' REPORTS:

Mrs. Fascenelli reported that the Green Team put together a calendar for 2022 with pictures from the photo contest. This was the idea of the Deputy Clerk. She and Leigh Raffaele chose the photos and Leigh composed captions for the pictures. All information was sent to Dena and she formatted it to be printed.

PUBLIC PORTION:

Mayor Watters opened the floor to the public; seeing none, the public comment portion was closed.

RESOLUTIONS:

RESOLUTION # 2021-228
FOR TRANSFER OF FUNDS
TOWNSHIP OF MANSFIELD
WARREN COUNTY, STATE OF NEW JERSEY

WHEREAS, there are insufficient funds in some of the 2021 budget line items; and

WHEREAS, N.J.S.A. 40A:4-58 permits the transfer of funds from accounts with a surplus to cover such demands,

NOW, THEREFORE BE IT RESOLVED, (not less than two-thirds of all members thereof affirmatively concurring) that the Chief Financial Officer of Mansfield Township, County of Warren, State of New Jersey, is hereby authorized to make the following transfers in accordance with the provision of this resolution:

CURRENT FUND

<u>Account:</u>	<u>From:</u>	<u>To:</u>
Group Health OE	\$ 17,000.00	
Fuel Oil/Heating OE		\$ 3,000.00
Electric OE		\$ 5,000.00
Fuel/Gasoline OE		\$ 2,000.00
Planning OE		\$ 7,000.00
TOTALS	\$17,000.00	\$ 17,000.00

RESOLUTION 2021- 229
TOWNSHIP OF MANSFIELD
WARREN COUNTY, STATE OF NEW JERSEY

AUTHORIZING PURCHASING FROM MORRIS COUNTY CO-OP CONTRACT #2 FOR #2 FUEL OIL FROM FINCH FUEL OIL CO., INC., PO BOX 468, 648 SCHUYLER AVENUE, KEARNY, NEW JERSEY 07032

WHEREAS, the Township of Mansfield wishes to purchase #2 Fuel Oil under the Morris County Co-Op; and

WHEREAS, Morris County Co-Op awarded a contract to Finch Fuel Oil Co., Inc., PO Box 468, 648 Schuyler Avenue, Kearny, New Jersey, 07032; and

WHEREAS, the Chief Financial Officer has certified that funds will be available after a transfer in the 2021 budget for an additional \$ 3,000.00 and the line item to be charged is 1-01-31-430-0000-4410; and

WHEREAS, the Township is authorized to make purchases through cooperative and state contracts pursuant to N.J.S.A. 40A:11-10 and 12; and

WHEREAS, it is the recommendation of the Director of Public Works and the Chief Financial Officer to purchase #2 Fuel Oil through the Morris County Co-Op.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Mansfield that the Chief Financial Officer be authorized to issue purchase orders to Finch Fuel Oil Co., Inc., PO Box 468, 648 Schuyler Avenue, Kearny, New Jersey, 07032 through December 31, 2021.

CHIEF FINANCIAL OFFICER CERTIFICATION

I, Donna M. Mollineaux, Chief Financial Officer of the Township of Mansfield, hereby certify that adequate funds will be available after a transfer, for the above referenced purchase for an additional \$3,000.00. Monies will be made available in the Utilities O/E account line # 1-01-31-430-0000-4410.

RESOLUTION 2021-230
TOWNSHIP OF MANSFIELD
WARREN COUNTY, NEW JERSEY
LAW ENFORCEMENT APPRECIATION DAY

WHEREAS, on January 9th, 2022, partnering organizations in support of law enforcement officers nationwide promoted National Law Enforcement Appreciation Day (L.E.A.D.)

WHEREAS, law enforcement officers have a difficult and sometimes dangerous public service career in the pursuit of keeping all citizens safe & secure,

WHEREAS, the inherent nature of law enforcement exposes law enforcement officers to criticism, often unjustified, leading some to adopt sweeping negative views of law enforcement officers,

WHEREAS, it is important for the public to understand that despite such criticism, the overwhelming majority of law enforcement officers are valuable civil servants who risk their lives and well-being striving to apply the laws of our government fairly and equitably,

THEREFORE, the Mansfield Township Committee, on behalf of all Township of Mansfield residents, wish to express formally their appreciation to the members of the Township of Mansfield Police Department for the job they do in keeping our residents safe and our town a desirable place to live.

RESOLUTION # 2021-231

LIEN REDEMPTION

TOWNSHIP OF MANSFIELD

WARREN COUNTY, STATE OF NEW JERSEY

WHEREAS, the Tax Collector of the Township of Mansfield has advised the Committee that the following property has been redeemed and the money due thereon paid to the Township of Mansfield Tax Collector;

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Mansfield this 22nd day of December, 2021 that payment is to be made to the certificate holder as noted:

FIG Cust FIGNJ19LLC & Sec Pty

P.O. Box 54472

New Orleans, LA 70154-4226

Block 1501 Lot 9.41

Certificate # 21-00017

\$ 149.32

Premium \$ 2,700.00

RESOLUTION # 2021-232

**TOWNSHIP OF MANSFIELD
WARREN COUNTY, NEW JERSEY**

TO AUTHORIZE AND APPROVE SALARIES AND WAGES FOR CERTAIN EMPLOYEES

WHEREAS, Ordinance Number 2020-14, 2021-15 and 2021-20 establishes the salaries and wages for the employees of the Township of Mansfield, County of Warren,

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Mansfield, County of Warren that the following named employees shall be compensated for the year 2022, unless otherwise noted, in the amount as designated below:

<u>NAME</u>	<u>POSITION</u>	<u>SALARY</u>
Desiree Mora Dillon	Committee Member	\$ 4,740.00
Joseph Farino	Committee Member	\$ 4,740.00
Ronald Hayes	Committee Member	\$ 4,740.00
Glenn D. McGuinness	Committee Member	\$ 4,740.00
Joseph Watters	Committee Member	\$ 4,740.00
Monica Orlando starting 1/4/22	Acting Municipal Clerk	\$ 75,000.00
Dena Hrebenak	Part-Time Registered Municipal Clerk	\$ 40,000.00
Illena Raffaele	Deputy Clerk	\$ 45,006.00
Joseph Guerin, Jr.	Certified Tax Collector	\$ 58,425.00
JoAnn Fascenelli	Deputy Treasurer	\$ 15,000.00
JoAnn Fascenelli	Deputy Tax Collector	\$ 39,399.00
JoAnn Fascenelli	Certified Recycling Professional	\$ 2,100.00

JoAnn Fascenelli	Clean Communities Coordinator	\$ 1,400.00
JoAnn Fascenelli	Stipend	\$ 1,000.00
Jason Laliker	Tax Assessor	\$ 25,018.00
Ruth Pante'	Environmental Commission Secretary	\$ 1,164.00
Ruth Pante'	Open Space/Historical Secretary	\$ 316.00
Joan Kries	Police Secretary	\$ 49,000.00
Michael Reilly	Chief of Police	\$151,470.00
Patrick Kirchner	Sergeant	\$108,131.00
James MacDonough	Sergeant	\$108,131.00
James Hikade	Sergeant	\$108,131.00
Anthony Sillett	Sergeant	\$108,131.00
Jeffrey Gilbert	Patrolman	\$100,122.00
Michael Citarelli	Sergeant (2)	\$106,329.00 1
Jan – 27 Oct		
Michael Citarelli	Sergeant	\$108,131.00 27
Oct – 31 Dec		
Michael Camerata	Patrolman	\$100,122.00
Michael Madonna	Patrolman	\$100,122.00
Erik Soroka	Patrolman	\$ 81,529.00
Almin Hodzic	Patrolman	\$ 81,529.00
Eleanor Russell	Patrolwoman	\$ 81,529.00
David A. Hanf	Patrolman	\$ 68,986.00 1
Jan-1 July		
David A. Hanf	Patrolman	\$ 75,257.00 2
July-31 Dec		
Thomas A. Hill	Patrolman	\$ 75,257.00 1
Jan-1 Sept.		
Thomas A. Hill	Patrolman	\$ 81,529.00 2
Sept-31 Dec		
John W. Robinson	Patrolman	\$ 56,443.00 1
Jan – 6 Oct		
John W. Robinson	Patrolman	\$ 62,714.00 7
Oct – 31 Dec		
Brian Black	Patrolman	\$ 50,171.00
Michael Camerata	Detective Stipend	\$ 1,000.00
James MacDonough	Detective Stipend	\$ 1,000.00
Michael Camerata	EMT Stipend	\$ 1,100.00
Erik Soroka	EMT Stipend	\$ 1,100.00
John C. Snyder Jr.	Public Works Superintendent	\$ 82,773.00
Irene Brownell	Court Administrator	\$ 76,888.00

Lisa Rudd	Deputy Court Administrator	\$ 68,165.00
Rosaura Murillo-Romero	Deputy Court Administrator	\$ 41,000.00
Charles E. Carro	Judge	\$ 68,675.00
Glenn Hawkswell 115.00/Session	Court Security	\$
Dennis Kelly 115.00/Session	Court Security	\$
Irene Brownell Out	Call-Outs	\$ 55.00/Call
Lisa Rudd Out	Call-Outs	\$ 55.00/Call
Dorothy Fox 30.00/hour	Zoning Officer	\$
	(not to exceed 10 hrs. /week)	

RESOLUTION NO. 2021-233
OF THE TOWNSHIP COMMITTEE OF
THE TOWNSHIP OF MANSFIELD

Authorizing Payment of Municipal Obligations

WHEREAS, the Township Committee of the Township of Mansfield finds and declares that certain municipal obligations have come due and are now payable; and

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Mansfield does hereby authorize payment of said municipal obligations, in accordance with the recommendations of the Chief Financial Officer and the Deputy Treasurer, from the following accounts and in the following amounts: **WHEREAS**, the Township Committee further finds and declares that said obligations have been itemized on the annexed schedules, which are hereby deemed part of this Resolution;

BILLS LIST	
CURRENT	\$63,273.52
CAPITAL	\$15,005.96
TRUST	\$
DOG	\$425.00
RECREATION	\$
OPEN SPACE	
DEV ESCROW	\$
UNEMPLOYMENT	\$
TAX PREMIUM	\$2,700.00
MANDATORY DEV	\$
OUTSIDE EMPLOY	\$
FORF ASSETS	\$
TOTAL	\$81,404.48

PREPAID LIST	
CURRENT	\$115,301.82
CAPITAL	
TRUST	\$
DOG	\$
RECREATION	
OPEN SPACE	\$
DEV ESCROW	
UNEMPLOYMENT	\$5.37
TAX PREMIUM	
MANDATORY DEV	
OUTSIDE EMPLOY	
TOTAL	\$115,307.19

RESOLUTION # 2021-234
TOWNSHIP OF MANSFIELD
WARREN COUNTY, STATE OF NEW JERSEY
REFUND OF OVERPAYMENT OF TAXES

WHEREAS, the following properties have overpayments for 2021 which should be refunded:

Block / Lot	Quarter(s)	Amount	Payor	Reason
805 / 11.01	4	2,252.23	CoreLogic	Q4-2021 overpayment
1501 / 9.18	4	3,266.84	CoreLogic	Q4-2021 overpayment
1501.02 / 32	4	5,571.33	CoreLogic	Q4-2021 overpayment
1807 / 4	4	1,909.33	CoreLogic	Q4-2021 overpayment
2712 / 3	4	1,412.16	CoreLogic	Q4-2021 overpayment

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Mansfield this 22nd day of December, 2021 that the Tax Collector and Township Finance Office are hereby authorized to refund the tax overpayments to the vendor shown below as well as make any adjustments to the tax records as needed:

CORELOGIC Centralized Refunds
PO Box 9202
Coppell, TX 75019-9760

Tax Overpayments totaling \$ **14,411.89**

RESOLUTION 2021-235
TOWNSHIP OF MANSFIELD
WARREN COUNTY, NEW JERSEY

WHEREAS, there exists a need for the service of a Special Services Engineer in the Township of Mansfield for zoning services; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:1 1-1 et seq.) requires that the resolution authorizing the award of contracts for “Professional Services” without competitive bids and the contract itself must be available for public inspection.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Mansfield, in the County of Warren as follows:

The agreement with Paul W. Ferriero, with the Engineering Office of Ferriero Engineering, Inc. is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 40A:1 1-5(1)(a) of the Local Public Contracts Law because the contract is for a service performed by a person(s) authorized by law to practice a recognized profession that is regulated by law. A copy of the Agreement is on file for inspection with the Clerk of the Township of Mansfield.

1. This contract shall be for an additional \$ 4,000.00.
2. A notice of this action shall be printed once in the Express Times-NJ Zone.

CHIEF FINANCIAL OFFICER CERTIFICATION

I, Donna M. Mollineaux, Chief Financial Officer of the Township of Mansfield, hereby certify that funds will be made available for the above referenced contract for an additional amount of \$ 4,000.00. The appropriation will be made available through the following accounts:

1-01-21-180-0000-4030	Zoning Services	\$ 4,000.00 (additional)
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RESOLUTION 2021-236

RESCINDING RESOLUTION 2021-156

WHEREAS, the Township Committee of the Township of Mansfield approved Resolution 2021-156 to authorize the Tax Collector to move forward with assignment of a Municipal Lien for Block 2611, Lot 10; and

WHEREAS, the funding that was to be provided to the Tax Collector for the assignment was not provided; and

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Mansfield, County of Warren, and State of New Jersey as follows:

1. Resolution 2021-156, authorizing the assignment of the Municipal lien to Neil Leonhardt for Block 2611, lot 10 is hereby rescinded.
2. This Resolution shall take effect as herein provided.

TOWNSHIP OF MANSFIELD

RESOLUTION NO. 2021-237

RESOLUTION OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN AND STATE OF NEW JERSEY
AUTHORIZING THE SALE OF PROPERTY NO LONGER NEEDED FOR PUBLIC USE TO ANOTHER MUNICIPALITY

WHEREAS, the Township of Mansfield has determined that the current Folder, Stuffer, Sorter Machine is no longer needed for public use; and

WHEREAS, the sale of public property to another Governmental Unit is allowable pursuant to N.J.S.A. 40A:11-36; and NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Mansfield in the County of Warren, State of New Jersey, that the Township of Mansfield is hereby authorized to sell the surplus personal property as indicated below to Independence Township

Folder, Sorter, Stuffer Machine

BE IT FURTHER RESOLVED, that a certified copy of this resolution shall be available for public inspection in the officer of the Township Clerk. This Resolution shall take effect immediately.

Mr. Hayes made a motion to approve Resolution 2021-228 through 2021-237, which was seconded by Mrs. Mora Dillon.

Ayes: Mr. McGuiness, Mr. Hayes, Mrs. Mora Dillon, Mr. Farino, Mayor Watters

Nays: None

Absent: None

Abstain: None

ORDINANCE:

Second Reading

ORDINANCE # 2021 – 20

AN ORDINANCE TO PROVIDE FOR AND DETERMINE THE SALARIS AND WAGES FOR THE OFFICERS AND EMPLOYEES OF THE TOWNSHIP OF MANSFIELD AND THE METHOD OF PAYMENT OF SUCH SALARIES AND

BE IT ORDAINED, by the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey as follows:

SECTION 1, The salaries per annum of rates of compensation of the following officers and employees of the Township of Mansfield are determined to be as follows:

Zoning Officer \$ 20.00 / Hour To \$ 40.00 / Hour

The above ordinance was introduced for First Reading by the Mayor and Township Committee of the Township of Mansfield, Warren County at the regular meeting held on November 23, 2021, and a Final Adoption at Public Hearing to be held on December 22, 2021 at 7:30 pm at the Municipal Building in and for said Township, at which time the public may comment.

Mrs. Mora Dillon made a motion to approve the passage of ordinance 2021-20 and requested that the results be advertised, which was seconded by Mr. McGuiness.

Ayes: Mr. McGuiness, Mr. Hayes, Mrs. Mora Dillon, Mr. Farino, Mayor Watters

Nays: None

Absent: None

Abstain: None

EXECUTIVE SESSION:

Mr. Hayes made a motion to go into Executive Session at 7:45 pm, which was seconded by Mr. McGuinness.

Ayes: Mr. McGuinness, Mr. Hayes, Mrs. Mora Dillon, Mr. Farino, Mayor Watters

Nays: None

Absent: None

Abstain: None

Mr. Hayes made a motion to return to Regular Session at 8:32 pm, which was seconded by Mr. McGuinness.

Ayes: Mr. McGuinness, Mr. Hayes, Mrs. Mora Dillon, Mr. Farino, Mayor Watters

Nays: None

Absent: None

Abstain: None

Mr. Lavery announced the return from Executive Session at 8:32 pm where they discussed:

- Personnel matter dealing with Police
- Contractual matters dealing with a road vacation and RFPs
- Attorney Client privilege matter dealing with proposed food recycling facility on Blau Road

No official action was taken. Copies of these minutes will be available at such time the Committee determines there is no longer a harm to the public interest.

Mrs. Mora Dillon made a motion to adjourn at 8:33 pm which was carried by all.